

BOARD OF HEALTH MEETING MINUTES

November 14, 2019

9:00 a.m.

PRESENT:

BOARD OF HEALTH MEMBERS

Bryon Reed, Commissioner, Chairman
Bill Leake, Teton County, Trustee
Brent Mendenhall, Commissioner
Lee Miller, Commissioner
Ken Miner, Commissioner
Barbara Nelson, MD
Greg Shenton, Commissioner
Shayne Young, Commissioner
Wayne Butts, Commissioner

STAFF MEMBERS

Geri Rackow, Director
James Corbett
Amy Gamett
Angy Harwood
Kellye Johnson
Cheryl O'Connell
Steven Thomas

1. Call to Order

Chairman Reed called the meeting to order at 9:03 a.m.

Chairman Reed, in accordance with Idaho Code 74-204(4)(c), requested an amendment to the agenda because of an emergent issue due to a potential mistake made at the last meeting based on new information that just became available and the need for immediate clarification and resolution. Chairman Reed declared his intent to ask for a motion to rescind two actions taken at the September 19, 2019 dealing with the office closure on Christmas Eve.

MOTION: Commissioner Reed made a motion to amend the agenda to add item 3.1. – Discussion and probable motion to rescind the two motions, approved at the September 19, 2019 meeting, regarding the Christmas Eve office closure and paying employees for the time; and 3.2. – Discussion and a possible action on the upcoming Christmas Eve office closure.

SECOND: Commissioner Miller

ACTION: MOTION CARRIED UNANIMOUSLY

2. Public Comment

No members of the public were in attendance.

3. Approval September 19, 2019 Board of Health Meeting Minutes

Chairman Reed asked if everyone had an opportunity to review the minutes, which they did. He shared that the two agenda items that were just added will be handled separately, but stated that the minutes correctly reflect the actions taken at the September meeting.

MOTION: Commissioner Shenton made a motion to approve the November 14, 2019 meeting minutes.

SECOND: Commissioner Leake

ACTION: MOTION CARRIED UNANIMOUSLY

3.1 Discussion and Probable Motion to Rescind the Two Motions Approved at the September 19, 2019 Meeting Regarding the Christmas Eve Office Closure and Paying Employees for the Time Off

The following two motions were made at the September 19, 2019 Board meeting:

MOTION: Bill Leake made a motion to approve the request to close all EIPH offices at noon on December 24, 2019, and to pay the employees without requiring them to use vacation or take time off without pay.

SECOND: Commissioner Miller

ACTION: MOTION CARRIED UNANIMOUSLY

MOTION: Commissioner Mendenhall made a motion to make the first motion a policy going forward. EIPH will close at noon every year and employees will be paid.
SECOND: Commissioner Miller
ACTION: MOTION CARRIED UNANIMOUSLY

Since these two actions were taken at the September meeting, additional information has been found by Ms. Rackow that may not do not allow for the actions to be implemented. She shared that Idaho's Public Health Districts must comply with IDAPA 15.04.01, Rules of the Division of Human Resources & Idaho Personnel Commission, even though specific references are to state employees. She shared that Administrative Leave would need to be used to pay employees during the office closure, and that only the Director of the Idaho Division of Human Resources has the authority to grant Administrative Leave. Discussion followed.

MOTION: Commissioner Miner made a motion to rescind the two motions approved at the September 19, 2019 meeting which authorized the closure of EIPH offices at noon on Christmas Eve, paying employees for the time off, and making this an ongoing policy. (The specific motions in their entirety) are included above.)
SECOND: Commissioner Barbara Nelson
ACTION: MOTION CARRIED UNANIMOUSLY

3.2 Discussion and Possible Action on the Upcoming Christmas Eve Office Closure

MOTION: Commissioner Leake made a motion to close the EIPH offices on Christmas Eve at noon and allow employees to use accrued vacation time, comp time, or take time off without pay.
SECOND: Commissioner Mendenhall
ACTION: MOTION CARRIED UNANIMOUSLY

4. Subgrant Review/Approval

Ms. Rackow reviewed the amendments for the following subgrants:

- Adolescent Pregnancy Prevention
- Diabetes, Heart Disease, and Stroke Prevention
- Injury Prevention

MOTION: Commissioner Leake made a motion to approve the amended subgrants as presented.
SECOND: Commissioner Young
ACTION: MOTION CARRIED UNANIMOUSLY

5. FY20 Year to Date Financial Report

Mr. Thomas reviewed the Fiscal Year 2020 year-to-date financial report with the group. In addition, discussion was held regarding Environmental Health fees and how unanticipated increased volume in the septic and land development programs are generating more in fee revenue than our costs to deliver the programs. This is currently being evaluated by EIPH's administration and will be brought back to the Board for further discussion at the February 2020 meeting.

6. Proposed 2020 EIPH Board of Health Meeting Schedule

MOTION: Commissioner Miner made a motion to approve the proposed 2020 board meeting schedule with one change – moving the April meeting from the 16th to the 23rd.
SECOND: Commissioner Young
ACTION: MOTION CARRIED UNANIMOUSLY

7. Director Change in Employee Compensation

There has been no additional information or follow up about the letter sent to the Governor's office from the Health Districts' Board Chairmen regarding the authority of the Board of Health to set the health district director's salary. At this point in time, Ms. Rackow has not received a salary adjustment for Fiscal Year 2020, as the salary increase approved by the Board in April was not approved by the Governor's Office. Instruction

was given by the Governor's Office that only a 3% salary increase for health district directors would be authorized.

MOTION: Commissioner Leake made a motion to approve a 3% pay increase for Ms. Rackow.

SECOND: Barbara Nelson

ACTION: MOTION CARRIED UNANIMOUSLY

8. FY20-21 State General Fund "Reset"

Ms. Rackow provided information regarding a budget "reset" which was just implemented by the Governor resulting in a reduction in state general funds for both Fiscal Years 2020 and 2021. For the current fiscal year (FY2020), there will be a 1% budget reduction, which equates to approximately \$12,150 for us. For FY2021, there will be a 2% budget reduction, but the total amount is not known at this point in time due to the total appropriation for the health districts not yet being set or run through the distribution formula. For the current year, Ms. Rackow anticipates being able to cover the reduction with either salary savings in our current budget or from our reserve account. For FY2021, the reduction will be included in the development of the budget. The Board was supportive of this plan.

9. Update on Community Needs Assessment

Ms. Rackow provided an update on the 2020 Community Needs Assessment. Beginning in January, VOICE Advocacy will be conducting surveys and community conversations throughout our health district region. Results of the 2019 Community Conversations will be shared with the participants, then there will be further dialogue on the respective county's priorities. We will then be able to use this information for strategic planning purposes.

10. Expansion of Hepatitis C Services

Ms. Gamett shared with the Board the lack of services to treat Hepatitis C. This is an area that we could begin providing services to clients in our region. The Board was supportive of the concept.

Action: Ms. Gamett will develop a proposal for the implementation of Hepatitis C services for presentation at the next Board meeting.

Ms. Gamett also provided information about the Syringe and Needle Exchange Act adopted by the Idaho Legislature during the 2019 Legislative Session. She is learning more about Needle Exchange programs and will share more with the Board in the future.

11. Board Education: Public Health 3.0

Ms. Rackow reviewed the document, Public Health 3.0. A Call to Action to Create a 21st Century Public Health Infrastructure with the group. Brief discussion followed. Additional education about Public Health 3.0 will be provided to the Board in the future.

Board members expressed interest in receiving QPR Suicide Prevention training at the next board meeting. Ms. Rackow will arrange for the training which will also be open to county personnel to attend. Additional information will be shared as it becomes available.

ADJOURNMENT

Barbara Nelson made a motion to adjourn the business portion of the Board meeting at 11:00 a.m. The Board then reconvened for the Legislative Reception from 11:30 a.m. until 2:00 p.m.

The next meeting will be held on February 20, 2020.

Commissioner Bryon Reed, Chairman

Geri L. Rackow, Secretary